

BEAVERTON POLICE DEPARTMENT

GENERAL ORDER

NUMBER: 15.01.00
SUBJECT: MOBILE DATA TERMINALS
EFFECTIVE: AUGUST 1, 1999
REVIEW: AUGUST 2000, 2001, 2002, 2003, 2004

1. PURPOSE. This order provides standards and guidelines for the proper and authorized use of the mobile data terminal (MDT) by department members as a means of communicating with dispatch and other members, and maintaining the status of field units.
2. Definitions. A Mobile Data Terminal is a mobile communication device that provides for communication with the Computer Aided Dispatch (CAD) system and field units, between field units, or between fixed terminal locations.
3. AUTHORIZED USERS. No member of the department will use an MDT unless they have received the following training:
 - A. Law Enforcement Data System (LEDS) certification as required by the Oregon Administrative Rules.
 - B. Department of Public Safety Standards and Training certified MDT training.
 - C. Issuance of this General Order.
4. PROPER USE. The MDT will be used as follows:
 - A. Priority Calls. All calls will be sent through the MDT when a member has an MDT available. The following guidelines apply to the dispatching of calls:
 1. Priority One and Priority Two calls will be dispatched via MDT and by voice over the radio.
 2. Priority Three and below calls will normally be dispatched via MDT only.
 - B. Safe Vehicle Operation. When operating a vehicle, the safe operation of the vehicle is a members primary responsibility. Use of the MDT is always of secondary importance, and the member should consider the need to safely stop the vehicle before

using the MDT if the use is going to divert the member's attention from the safe operation of the vehicle.

C. DMV/CCH CHECKS. The MDT will be used for Department of Motor Vehicle (DMV) and wanted checks when a member has an MDT available, unless the member is out of the vehicle, or the use of the MDT cannot be done safely.

D. USE FOR OFFICIAL BUSINESS ONLY. All communications between or among field or fixed units are permitted for official police business only. MDT communications may be monitored and are subject to public record disclosure. All messages are recorded by WCCCA and are retained according to archive law. No members other than supervisors are to monitor MDT messages in the supervisor mode. Supervisors may monitor MDT/CAD messages to assure conformance to department standards.

E. STATUS CHANGES. Other than traffic stops, unit status changes will be accomplished via MDT, (subject to Section 4A above) i.e. clearing from calls or self initiated activities, going enroute to calls, etc. All members must update their status as soon as possible and practical except that:

1. Officers will go in-service, out-of-service, and will acknowledge Priority One and Priority Two calls by voice and MDT.
2. Tactical information will be relayed via voice communication.

F. TRAFFIC STOPS. Traffic stops will be initiated by voice radio communication and will be cleared by voice or MDT at the member's discretion.

G. OTHER USES. If time and circumstances permit, and the MDT can be used safely, self initiated activities, follow up, meal and coffee breaks and field contacts will be communicated via the MDT.

H. LEDS INFORMATION. Members will not release information from MDT inquires to the public. DMV, LEDS, and NCIC information is subject to the LEDS agreement and is not subject to disclosure to the public. Any requests of this nature should be referred to the Police Records Unit.

I. CAR TO CAR MDT USE. Car to car communication via the MDT is permitted, subject to the same restrictions as those between field units and dispatch.

K. CONFIRMING WANTS. Any wanted person or vehicle information received via MDT must be confirmed through dispatch or Police Records.

5. IMPROPER USE OF THE MDT. Improper use is as follows:

A. PROFESSIONALISM. All communications via the MDT will be professional and conducted in a business like manner.

B. PROHIBITED COMMENTS. The transmittal of any sexist, racist, vulgar, derogatory, discriminatory, degrading, suggestive, or other inappropriate message is specifically prohibited.

C. MODIFICATIONS TO EQUIPMENT. No member, unless specifically authorized to do so by the department, will make any modification to the MDT, the vehicle MDT set-up, or to the MDT software, except for the user defined options such as screen intensity.

6. SUPERVISOR RESPONSIBILITY. Supervisors will monitor MDT messages to review call response and work load, and to ensure MDT use conformance to department standards.

7. RESPONDER SAFETY. No portion of this General Order is intended to prohibit or limit the member from making safety conscious decisions. If there is a comprise of safety in a particular situation related to the use of the MDT, the member is expected to use voice communications.

Chief of Police

Date